

MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 14th FEBRUARY 2023, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

- | | |
|-------------------------|--------------------------|
| • The Mayor: | • Councillor K J Jackson |
| • Councillor J Garvey | • Councillor J Jones |
| • Councillor G S Adams | • Councillor A Lawton |
| • Councillor J Davies | • Councillor S Rushton |
| • Councillor N Eardley | • Councillor W Rogers |
| • Councillor D A Hall | • Councillor J Salt |
| • Councillor K Harper | • Councillor N R Yates |
| • Councillor A H Hart | |
| • Councillor D J Hawley | |

Councillor Rushton was present but did not sign the attendance sheet.

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Ms Jodie Hancock – Events and Partnerships Officer
- Mrs Margaret Warman – Compliance and Governance Officer
- Mrs Angela Williams – Administration Officer
- Ms Elizabeth Norton – Finance Officer
- Reverend Anne Coates – Biddulph Methodist Church
- John Robertson – Biddulph Town Crier
- Mr Adam Parkes – ‘Taking off the Mask’
- Mr James Connolly - Biddulph Chronicle
- Councillor Keith Flunder – Staffordshire County Council
- Sergeant Jamie Machin – Staffordshire Police

Reverend Anne Coates led the Town Council in prayer.

The Mayor confirmed attendees will be named in the Minutes, unless otherwise instructed.

66. PUBLIC PARTICIPATION

Receive a presentation from Adam Parkes in relation to mental health provision.

Mr Adam Parkes reported on 'Taking off the Mask' which is a non-profit organisation and fights the stigma associated with mental health problems. Mr Parkes requests that the Town Council support him with encouraging and motivating the community.

The Mayor thanked Mr Parkes for his presentation. Councillor Harper agreed that it is a taboo subject and supports Mr Parkes' passion to make a difference within our town, and would like to invite him to attend the Health and Wellbeing Working Group.

Councillor Salt spoke about her personal experiences and suggested that all Town Councillors receive mental health first aid training. Councillor Jackson spoke about his personal experiences and also supported Mr Parkes.

The Mayor suggested that Standing Order 3f should be extended for a 10-minute period to allow for additional public participation; proposed by Councillor Hall, seconded by Councillor Hart and agreed.

Staffordshire Police

Sergeant Machin stated that there is a 24-hour mental hour 0300 123 0907.

Sergeant Machin reported that the Police are looking to attend more resident meetings, and would like to attend Councillor meetings if and when required.

Sergeant Machin reported that there is a new reporting system which is no longer through social media; he asked people to use the phone number 101 or to use the website where there is a question and answer section or online reporting.

Councillor Rogers questioned how people who do not have access to the website speak to a police officer. Sergeant Machin responded that the phone number 101 was the best form of communication for these people; he also stated that a note can be left at the Town Hall reception to see whether a police officer is available.

Councillor Salt questioned what the town centre dispersal order is, which is currently in place at weekends. Sergeant Machin explained that due to an increase in anti-social behaviour a dispersal order, which involves an increase in patrols, has been in place on the High Street and town centre; this dispersal order is ongoing.

The Police are currently targeting key individuals; it is essentially a tactic to disperse groups before an issue occurs.

Councillor Harper questioned what the statistics are for mental health calls. Sergeant Machin gave an overview of the police response and reported that all police officers have completed mental health training.

Staffordshire County Council

Councillor Flunder reported that the County Councillors have recently been in conversation about the mental health and wellbeing strategy for the County Council, including an update for mental health in schools and children's mental health. He stated that the County Council are taking mental health seriously.

Mr Parkes left the meeting at 6:39pm

Councillor Flunder gave an update on the car parking proposed on Greenway Bank; he reported that there will be an annual membership for car parking and all parking is being charged for. Councillor Flunder stated there will be consultation and requested Town Councillors to have their say.

Councillor Eardley questioned whether there are highways performance measures, which explain how well the County Council is performing. Councillor Flunder would make enquiries.

Councillor Flunder reported that information regarding training and community skills has been distributed.

Councillor Yates stated that he has forwarded information regarding the cost of living crisis fund which will be discussed at the Biddulph Works Together meeting.

Councillor Hawley left the meeting 6:44pm.

Councillor Yates responded to Councillor Eardley's question above regarding the performance measures; Councillor Yates stated that there is a report that is kept up to date, but it covers the whole of Staffordshire Moorlands not just Biddulph. Councillor Yates reported that he is working on disabled access for Biddulph Valley Way at Bull Lane.

67. APOLOGIES

Apologies were recorded and accepted for:

- **Deputy Mayor:**
Councillor C R Perkin
- Councillor C Brady
- Councillor E E Baddeley
- Councillor A J McLoughlin
- Councillor J P Redfern (Absent)
- Councillor G Swift (Absent)
- Councillor C M Smith

68. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests and Dispensations: Councillors Rogers and Garvey had expenses claims that would be considered at agenda item 73.

b) To declare any Other Disclosable Interests: Councillor Salt's son attends Biddulph High School; Councillor Hart is a member of Moorlands Partnership Board.

69. MINUTES

a) To **approve and sign** the Minutes of the Town Council held on Tuesday 10 January 2023. Proposed by Councillor Hall; seconded by Councillor Hart and agreed.

b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 10 January 2023. Proposed by Councillor Hart; seconded by Councillor Jones and agreed.

c) To **receive** the minutes of the Planning Committee meeting held on Tuesday 17 January 2023. Proposed by Councillor Rogers; seconded by Councillor Jackson and agreed.

d) To **receive** the minutes of the Town and Community Committee meeting held on Tuesday 17 January 2023. Proposed by Councillor Jones; seconded by Councillor Yates and agreed.

e) To approve and sign the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 24 January 2023. Proposed by Councillor Hall; seconded by Councillor Salt and agreed.

70. MAYORS COMMUNICATIONS

The Mayor reported the passing of George Gerald Booth, and offered the condolences to the family and friends on behalf of the Town Council.

The Mayor reported that the Burns Night event was very well received, raising over £1,200 for the Mayors charities.

The Mayor stated that he had the opportunity to judge the Biddulph Rotary Youth Speaks competition, and expressed that the outstanding quality was a revelation, he offered congratulations to the year 7 middle school who won.

The Mayor reported that this coming weekend is the fundraising event run by Councillor Salt on Saturday 10 till 12 and raise for money for Syria. The Running event previously mentioned will take place this weekend also.

Future events were the Craft and Textile Fair and the Civic Ball.

71. STANDING AGENDA ITEMS

a) To receive an update on the Town Council's covid pandemic response.

The Chief Officer stated that the Town Council is a Community Help Point and reported that covid tests have been donated through this scheme, and are available to Councillors and community groups.

b) To receive an update on the management of Biddulph Town Hall.

The Chief Officer reported that the toilet block has been repeatedly damaged, the toilet roll dispenser ripped off the wall; there is an increase in this activity during the weekends.

Councillor Harper proposed that the toilets should be closed at the weekend to reduce anti-social behaviour and limit the risk to those who had to lock them.

It was agreed to add to next week's agenda for the Town and Community meeting.

c) To receive and update on health and safety.

The Chief Officer reported that the District Council health and safety advisor has been into the Town Hall last week; the report was being finalised. A meeting had

been arranged with Councillor Harper, who is the health and safety Councillor. A full audit has been arranged for 2nd March 2023.

d) To receive an update on 'Biddulph Works Together' project,
The Chief Officer stated that the next meeting will be held 15 February, she reported that part of the agenda is to consider future funding and funding streams. Councillor Salt reported that there was now a much more limited budget from the District Council.

72. TO RECEIVE AN UPDATE ON CUTS IN PROVISION AT BIDDULPH HIGH SCHOOL AND TO APPROVE A RESPONSE FROM BIDDULPH TOWN COUNCIL

The Mayor reported that Biddulph High School have requested support from the Town Council to lobby on their behalf. It was stated that Biddulph High School is an academy and the impact of the Town Council is limited.

Councillor Salt read a draft letter to the council to support the lobbying requested by the High School, and proposed that the content of the letter should be sent to Karen Bradley MP.

Councillor Jones agreed that a letter should be sent, however would like to read the final version before it was sent out.

Councillor Flunder left the meeting at 7.20pm

Councillor Jackson proposed that the Chief Officer will draft a letter, circulate for comment and then send out, subject to any input from Councillors, seconded by Councillor Jones and agreed.

73. ACCOUNTS AND FINANCE

a) To confirm the recommendations from the Finance Strategy and Management Committee meeting:

i. Committee budgets for 2023-24

Proposed by Councillor Hall, seconded by Councillor Hart; one vote against. Agreed.

ii. Fees and charges for 2023-24

Proposed by Councillor Hall, seconded by Councillor Hart and agreed.

- iii. **Precept requirement for 2023-24 of £397,030.00, based on tax base of 6287.** Proposed by Councillor Hall, seconded by Councillor Jones and agreed.

The Chief Officer stated that she would emphasise in the press release that there is a reduced tax base this year; there has been a significant reduction in funding from Staffordshire Moorlands District Council; as a Town Council the challenge has been to continue to fund core services and innovations, making use of reserves to fund projects.

- b) To **confirm** the insurance requirements for 2023-24 based on an assessment of risk (quotations to be tabled; overarching risk assessment attached).

The Chief Officer tabled the quotations. Proposed by Councillor Jones; seconded by Councillor Harper to accept the quotation from Zurich. Agreed.

- c) To **approve** accounts to be paid in February 2023:

Expenditure between £500 and £5000		
D&G Bus Ltd	January No 93 Bus Services	3229.80
Moorland Contract Cleaning	Cleaning – Wharf Road – JAN	1395.54
Moorland Contract Cleaning	Cleaning – Biddulph Grange -JAN	1251.44
Opus Energy	Gas Supply 03 Sep 22 – 02 Dec 22 DD	2778.00
The Green Tree House	Biddulph Works Together project	500.00
Scribe (starboard Systems)	INV 3515 – Annual Subscription	2164.32
Prism	It Software support INV 170120	931.58
Moorlec Electrical Services Ltd	Electrical Works – Main Hall Lighting	1788.00
Opus Energy	Gas Supply 03 Jan 23 – 02 Feb DD	3307.84
Staffordshire Moorlands District Council	Election Charges (Final payment: note part payment allocation)	4178.37
Expenditure less than £500		
R.G.S	Previously approved 10.01.23 Lengthsman work 22 nd Dec – 8 th Jan : <i>To note amount was £425 not £225</i>	425.00
Prism	IT Software Support – inv 68645	228.05
Moorland Janitorial	INV 2010- cleaning products/ paper products	84.72
E.ON Next	Inv KI-0D955FF6-0024	27.43

Time Assured Limited	Call out to Town Hall Clock	132.00
K.Wood	Window cleaning - JAN	114.00
Fifteen Group	Phones DD	109.44
Moorland Janitorial	INV 2056 – Cleaning supplies	311.24
Protech Electrical Limited	INV 5629 LED fitting phone box	150.00
Tidysite Skip Services	INV 120721 Bin Emptying	156.24
Tidysite Skip Services	INV 121005 Bin Emptying	156.24
Octopus Energy	Electric Wharf Road Bus Hub 3/1/23 – 31/1/23	137.96
Octopus Energy	Electric Biddulph Grange Visitor Centre 3/1/23 – 31/1/23	492.79
E-On next	Inv KI-0D955FF6-0025 1/12 - 31/12 Town Hall	71.16
Conservative Club	Donation for power Christmas event	30.00
Moorland Contract Janitorial	INV 2077 – Cleaning supplies	87.56
Cash	Petty cash, Brian Carter (£80), Katelyn Ball (£80) JAN	214.58
Julie Moore	Feast&Flicks refreshments	40.00
Reliance High Tech	Lone Working Devices	73.14
Biddulph Youth and Community Zone	Cllr Grant Scheme - SMITH	250.00
Tidysite Skip Services	INV 121557 Bin Emptying	183.96
Waterlogic	Watercoolers - January	11.08
Tidysite Skip Services	INV 121258 Bin Emptying	156.24
Myers & Co	EmployerAssist membership Jan-Feb	150.00
Ignite facilities	Boiler Call-out inv 4281	157.20
Business Products	Printing – January - INV 6215	87.91
Communicorp	Local Council Update annual subscription	80.00
Jim Garvey	Mayoral Expenses – NOV/DEC/JAN	219.45
Clare Tracey	Mayor Photo Prints x3	150.00
Biddulph Library (SCC)	Cllr Grant Scheme - ADAMS	250.00
Just Add Print Ltd	Thermometer Cards (SCC Grant)	471.60
Moorlec Electrical Services Ltd	Electrical Works – Biddulph Grange Immersion	441.60
Tidysite Skip Services Ltd	INV 121787 Bin Emptying	156.24
Derbyshire County Council	Annual Legionella Assessment	270.60

Alliance Environmental Services	Christmas Switch On Event Wheelie Bins	202.80
Biddulph U3A	Cllr Grant Scheme - ROGERS	50.00
Biddulph Running Club	Cllr Grant Scheme - ROGERS	100.00
Friends of Biddulph Valley	Cllr Grant Scheme - ROGERS	100.00
Friends of Biddulph Valley	Cllr Grant Scheme - BADDELEY	50.00
Greenway Moor WI	Cllr Grant Scheme - BADDELEY	200.00
Wayne Rogers	Cllr Travel Expenses – Parish Assembly - Leek	8.55
Biddulph Rotary	Rotary Christmas Switch On event - Funding	350.00
Waterplus	St Lawrence Church Water supply INV01137780 Jan-Feb	21.57
Staged CIO	Cllr Grant Scheme - RUSHTON	100.00
Biddulph Community Sewing Group	Cllr Grant Scheme - RUSHTON	100.00

Credit Card		
GiffGaff	Mobile Phones - Dec	8.00
Twinkl	Monthly Membership - Dec	9.99
GiffGaff	Mobile Phones – caretaker3 - Dec	8.00
GiffGaff	Mobile Phones – caretaker2 - Dec	8.00
Amazon Prime	Business Prime Membership	96.00
GiffGaff	Mobile Phones – caretaker1 - Dec	8.00
High Spirits	Emergency Fuel Top Up - resident	40.00
Custom Lynx	Mono Jack Cable – Sound Equipment	42.08
British Gas	Emergency Fuel Top Up - resident	20.00
British Gas	Emergency Fuel Top Up - resident	20.00
Amazon	Coffee – refreshments for groups	17.99
Sainsbury's	Feast and Flicks / catering supplies	16.00
Sainsbury's	Emergency Food Top Up - resident	7.36
Twinkl	Monthly Membership - Jan	9.99
GiffGaff	Mobile Phones - Jan	8.00
GiffGaff	Mobile Phones – caretaker3 – Jan	8.00
GiffGaff	Mobile Phones – caretaker2 - Jan	8.00
Nisbets	Catering Supplies – compostable cutlery/soup containers	116.37
GiffGaff	Mobile Phones – caretaker1 - Jan	8.00

NALC	Training	39.22
Sainsbury's	Feast and Flicks / meetings refreshments	19.65
Archers Stores Ltd	Emergency Fuel Top Up - resident	40.00
Meta	Facebook Advertising – Council Events	21.00
HSQE	VitalSkills – Training Online Courses	48.00
Sainsbury's	Feast & Flicks refreshments	17.33
A Star Trophies Limited	Car Show trophy/ 2x Plaques Queens Canopy	152.00
Sainsbury's	Feast and Flicks / meetings refreshments	20.95
Screwfix	Stationery – Heavy Duty Staples	9.09
Sainsbury's	Meeting refreshments	6.05
Currys	Microwave – Town Hall Kitchen	79.99
Nisbets	Catering supplies -compostable soup containers <i>NOTE: 1x item returned and refunded 110.38</i>	260.36
Sainsbury's	Feast and Flicks / meetings refreshments	18.90
Sainsbury's	Donation of Flowers - Mary	40.00
Amazon	Feast and Flicks DVD/Blu Rays	6.99
Amazon	Feast and Flicks DVD/Blu Rays	64.96
Amazon	Feast and Flicks DVD/Blu Rays	7.99

The accounts were moved on-block by Councillor Jones; seconded by Councillor Hart and all agreed. Councillor Garvey abstained.

Councillor Harper questioned the Tidysite not being a local company. The Chief Officer explained that there isn't a like for like company in Biddulph.

d) To approve supplementary accounts

Expenditure between £500 and £5000		
Salaries	February	14844.91
Staffordshire Pension Fund	Pensions	4335.16
HMRC	HMRC	3563.24
ADT	Alarm System Engineer call out 3/2/23	540.00

Heaton House Farm	Christmas Tree inc Delivery and Installation - Town	586.80
Heaton House Farm	Christmas Tree inc Delivery and Installation – Biddulph Moor	534.00
Mayor's Charity account	<i>To note : Re BACS/Card Payments (Sylvia Year)</i>	536.46
R.G.S	Lengthsman Work	2405.00
Zurich	Insurance - <i>Approval subject to final consideration of 3 pending quotes</i>	2509.38
Expenditure less than £500		
Fifteen Group	Phones INV 114829 DD	109.44
Bellboy Print	Platinum Jubilee Booklets	185.00
E.On Next	Town Hall Electricity INV £43.56 (balance to pay £15.53)	15.53
Business Products	Paper	229.80
Your Choice Fire & Security Limited	Fire Shutter Investigation at Town Hall	320.11
Biddulph Tri's	Cllr Grant Scheme - EARDLEY	250.00
Christ Church	Cllr Grant Scheme - HAWLEY	75.00
Jodie Hancock	REIMBURSEMENT - Hot Food – Dementia Café, Feast&Flicks, Bereavement Group	85.00
Jodie Hancock	Expenses – travel	10.80
Tidysite Skip Services	INV 122053 Bin Emptying	156.24
Standard Life	Additional Pension Payment	100.00

Credit Card		
British Gas	Emergency Fuel Top Up	20.00
British Gas	Emergency Fuel Top Up	20.00
Royal Mail	Stamps	68.00

Proposed by Councillor Hall, seconded by Councillor Harper.

Councillor Jones questioned the energy top ups. The Chief Officer explained that the process is to refer via a Councillor.

Mr Connolly and Mr Robinson left the meeting at 7.46pm

CONFIDENTIAL ITEMS

In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, the Council is to determine which items, if any, should be taken with the public excluded.

74. To **receive** an update on potential costs for the development of the Town Hall frontage, and to **agree** next steps.

It was agreed that the next steps would be further consultation before a tender process commenced.

75. To **approve** a contractor to complete restoration of the Gillow Heath station platform

A contractor was chosen to complete the work.

The meeting ended at 7.59pm.

Signed..... Date.....